

Office Memorandum • UNITED STATES GOVERNMENT 9-0857

TO : Mr. John Heires

DATE: 20 February 1957

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FROM :

SUBJECT: White House Card Record

Attached is a card record maintained in the White House on the IAC. Cards of this nature are kept there on all interagency committees and these records are periodically reviewed.

In connection with a current review, we have been asked the following questions to which I would appreciate your giving me the replies by 26 February.

1. Are the data under "Terms of Reference" given fully enough or accurately enough? If not, please give me a revised version or suggested changes.
2. How many times has the IAC actually met between January 1, 1956 and February 12, 1957?
3. Are there any other changes (additions, deletions, etc.) which should be made on the card to make it current?
4. Are there any arrangements currently in effect which ensure that the Cabinet Secretariat is automatically included in the distribution of any periodic status reports of the IAC?

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Assistant to the Director

Attachment

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